



RON CHAPMAN, MD, MPH
Director & State Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

August 19, 2013

TO: LOCAL HEALTH DEPARTMENT SNAP-ED PROGRAM DIRECTORS

SUBJECT: PROGRAM LETTER PL 13-09
INFORMATION ON NEW SNAP-ED GRANTS IN FFY 2014

I'm writing to provide you a summary of the changes that will take place to your agreement with CDPH for the receipt of SNAP-Ed funds for FFY 2014. We have defined the process and priorities below. This program letter **does not apply** to Colusa, El Dorado, Glenn, Kings, Lassen, Mariposa, Modoc, Mono, Napa, Placer, San Benito or Sierra as those LHDs are using an alternative method for providing SNAP-Ed services within their jurisdictions.

Background

After issuing the current-year grant, internal discussions brought us to the conclusion that we cannot add funding to the current grant agreements under state law. Because of this, we must re-issue the grants as a new grant with the new funding included. In addition, these new grants will allow greater autonomy and flexibility for the local health departments (LHD) to achieve grant objectives in the manner best suited to local needs and characteristics while still ensuring accountability for federal funds.

Grant Processing for Board Approval

We plan to issue the paperwork for your new grants by August 31. The new grant documents will include the project synopsis and budget that we received from the LHDs through the Funding Application Process along with a list of deliverables and documents assuring compliance necessary for the receipt of federal funding. We will process them in the order that you return the required documents with consideration for these priorities:

First priority: Alpine, Amador, Calaveras, Del Norte, Inyo, Lake, Plumas, Siskiyou, Trinity, and Tuolumne County LHDs as these LHDs have no current agreements with CDPH-NEOPB. They will receive new funds via a three-year grant to take to their Board of Supervisors for approval. (We will also process contracts for LHDs that designated private non-profit entities to operate SNAP-Ed in their jurisdictions: Colusa El Dorado, Glenn, and Kings.)

Second priority: Alameda, Long Beach, Monterey, and Shasta as these LHDs have contracts that end September 30, 2013; these LHDs will receive funds via the new three-year grant.

Third priority: LHDs that have contacted us to let us know they need their new grant in time to receive approval from their Board of Supervisors for the enhanced funds needed to issue their planned local contracts/agreements.



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The remaining jurisdictions have current grants in place that continue next year. These jurisdictions may continue to operate on the current grant until such time as the new grant is approved by the Board.

FFY 2014 Revised Grants

Since state law does not allow grants to be amended, LHDs with current grants will receive new grants that will include the one-time enhancement funding for FFY 2014. The existing Scope of Work, now 37 pages long and specifying in detail the activities required for LHDs to undertake, will be two pages long and will specify the expected deliverables (the Activity Tracking Form, quarterly activity and expense reports and any documents demonstrating successful systems, organizational or environmental changes that have been effected in your jurisdiction).

Local Solicitations and Timing of New Grant Processing

If you have subcontracts in place based on the current grant and are not waiting for Board approval of your FFY enhanced funds in order to enter into planned subcontracts, continue to operate under your current grant until you are ready to have the new one presented to your Board. If you anticipate any significant problems with this approach, please contact either of the Assistant Branch Chiefs; Gil Sisneros at Gil.Sisneros@cdph.ca.gov, Michele van Eyken at Michele.van.Eyken@cdph.ca.gov, or myself at John.Talarico@cdph.ca.gov.

Sincerely,

John Talarico, DO, MPH, Chief
Nutrition Education and Obesity Prevention Branch
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